

**ACT Preparation**  
2011-2012 School Year

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**Welcome!** These pages will give you the information you will need to do well in this class and will give you an idea of how this class will run. You may view or print a copy of this syllabus from my website listed above. Please keep this syllabus in your binder, folder or notebook, as you will need it for reference now and again. I will not replace lost copies of any handouts. It will be up to you to get copies of lost worksheets from a classmate or from the website.

**Text:** None- all course work will be done on paper and online at the following websites:

South Dakota State Library  
ACT.org  
Odesseyware (<http://aberdeensd.owotw11.com/>)  
Career Cruising (sdmylife.com)

**Description:** This semester course is designed prepare students to take standardized tests, especially the ACT test which is required for college admission. The course requirements and content are tailored to each student for maximum benefit. The class work will all be in class and independently done with teacher assistance.

**Outcomes:** At the completion of the course, each student must be able to do the following:

- ✓ Register to take the ACT test in 2011 or 2012
- ✓ Present what the ACT test is and what it measures.
- ✓ Show confidence in his or her ability to take the ACT test.
- ✓ Show improvement in his or her testing scores from the beginning to the end of the semester.

**Requirements:** Each student will be expected to read and complete in-class assignments.

**Evaluation:** Each student will be evaluated daily with a point scale (1-5) based on effort. Scores will be added weekly to the grade book. See attached rubric.

**Required materials---** Computer and pen and paper

**Grading scale:**

100 - 93%	= A
92 - 86%	= B
85 - 78%	= C
77 - 70%	= D
69 - 0 %	= F

**Semester Grading:** Semester grades will be determined by averaging the percentages of the two quarters (1<sup>st</sup> and 2<sup>nd</sup> quarters for first semester or 3<sup>rd</sup> and 4<sup>th</sup> quarters for second semester)

**Classroom behavior---** Your responsibilities in this class are:

- ✓ To respect yourself
- ✓ To respect others
- ✓ To respect the school and what is in it

Every day the class will begin with early work. Please use the restroom between classes and be in your seat when the bell rings. If an emergency arises, please ask and take a pass to the restroom.

**Responsibilities:** Your responsibilities are very important to this class. If you fail to meet your responsibilities, referrals for points, detention and/or a meeting with me and/or others, as well as a failing grade in this class may result. My responsibilities are just as important, so if you need help, have a question or are having problems, please see me before or after school or during first or fifth period. I will be happy and more than willing to help. See me for a pass before you come to my room so that I know to be in my room.

**Absences and makeup work:** You must makeup any work missed because of any absence. If you know you are going to be gone, such as for an appointment, a sporting event, a funeral, etc., please see me for your assignment and turn it in before you leave unless I exempt you. Be sure to see me before or after school or during my preparation period. I will not discuss makeup work during class. If you miss due to illness or other unforeseen problem, please see me immediately (that morning) upon your return to get your makeup work. You will have as many days that you were gone plus one day to get all makeup work done. Any work not completed by the deadline will receive a 0 in the grade book. **I will not tell you if you are missing work due to an absence(s), as it is your responsibility to see me, get your assignments, and get the work in.** All lesson plans, calendars and work due are available via e-mail, in the binders at the front of the room and on my wiki space (see the address above). There is no reason for any student not to know what is happening in class at any given time.

**Detention:** Not having homework done or not adhering to the rules in the student handbook or to the class rules will result in consequences. Some behavior (or lack of) may result in an assigned detention. Detention will be held after school from 3:30 to 4:00 P.M. or until the assignment is completed correctly and turned in (if the work takes more than 30 minutes). Detention will be with me in my room. You will call your parent or guardian to inform him or her of the detention. In the event that I cannot have detention, I will notify Mr. Lewis, and you will serve it with him or with another teacher after school. Failure to come to an assigned detention will result in a referral and possibly other disciplinary action.